

Report Outline and Reviewer Writing Assignments
Director's CD-2/3a Preliminary Review of the DECam Project
October 30-31, 2007

Executive Summary	<u>Ed Temple</u>
1.0 Introduction	<u>Dean Hoffer</u>
2.0 Focal Plane Detectors WBS 1.2 - Focal Plane Detectors	<u>Hogan Nguyen</u> Marcel Demarteau Mike Lindgren
3.0 CCD Readout Electronics and SISPI WBS 1.3 - Front End Electronics WBS 1.6 - Survey Image System Process Integration (SISPI)	<u>Pat Lukens</u> Bob Demaat Ted Liu
4.0 Opto-Mechanical WBS 1.5 - Opto-Mechanical System	<u>Joe Howell</u> Tom Peterson Elaine McCluskey
5.0 Project Management - WBS 1.1 – Management	
5.1 Cost	<u>Marc Kaducak</u> Dean Hoffer
5.2 Schedule	<u>Dean Hoffer</u> Marc Kaducak
5.3 Management	<u>Debbie Harris</u> Ed Temple
6.0 Charge Questions	
TECHNICAL	
6.1 Is the project scope well defined and supported by the preliminary design documentation, technical specifications and objectives?	<u>Pat Lukens</u>
6.2 Is the defined project scope reflected in the projects cost and schedule?	<u>Pat Lukens</u>
COST	
6.3 Is the Work Breakdown Structure (WBS) appropriate for the project scope?	<u>Mark Kaducak</u>
6.4 Do the cost estimates for each WBS (or cost) element have a sound documented basis and are they reasonable?	<u>Mark Kaducak</u>
6.5 Does an obligation profile exist? How does it compare with the funding guidance?	<u>Mark Kaducak</u>
SCHEDULE	
6.6 Is the schedule well developed and appropriately structured by specifying relationships, predecessors, successors, critical path, resource loaded, etc?	<u>Dean Hoffer</u>
6.7 Are the durations for the activities and overall schedule reasonable and achievable with the assumed resources?	<u>Dean Hoffer</u>
6.8 Does the schedule contain appropriate levels of milestones, sufficient quantity of milestones for tracking progress, and do they appear to be achievable?	<u>Dean Hoffer</u>
6.9 Does the schedule include activities for design reviews, which include assessment of the designs readiness for procuring prototypes, preproduction and production materials?	<u>Dean Hoffer</u>
6.10 Is there narrative which precisely defines the deliverable(s)	<u>Dean Hoffer</u>

required to satisfy the CD-4 Milestone?	
MANAGEMENT	
6.11 Is there an appropriate management organizational structure in place to accomplish the design and construction?	<u>Debbie Harris</u>
6.12 Is the organization structure well documented responsibilities defined and appropriate for the scope of work?	<u>Debbie Harris</u>
6.13 Are there adequate staffing resources available or planned for this effort?	<u>Debbie Harris</u>
6.14 Is there a funding plan available or proposed to meet the resource requirements to realize the project?	<u>Debbie Harris</u>
6.15 Has a Risk Plan been developed, risks identified, risks analyzed, risk responses planned/implemented, risk monitoring/control process established and do they seem appropriate?	<u>Debbie Harris</u>
PROCUREMENT	
6.16 Have the critical procurements been identified and are they included in the schedule with adequate lead time built in?	<u>Mike Lindgren</u>
6.17 Have critical make vs. buy decisions been evaluated in conjunction with the scope and is that reflected in the baseline cost estimate, schedule and technical risk plan?	<u>Mike Lindgren</u>
6.18 The Project designs and procurement packages prepared to the degree appropriate to order materials and initiate construction as scheduled?	<u>Mike Lindgren</u>

* Note underlined names are the primary writer.